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United States Department of Agriculture,

BUREAU OF SOILS.

ASSIGNMENT OF FIELD PARTIES.

SOIL SURVEY.

JAY A. BONSTEEL, *In Charge*; GEORGE N. COFFEY, *In Charge of Soil Classification and Correlation*; GEORGE W. BAUMANN, *In Charge of Maps and Field Records*.

Recent assignments.

Since the publication of the assignment sheet of November 1, 1905, the following changes have been made through special letters of authorization:

L. A. Kolbe has been temporarily transferred from the Division of Soil Management to the Soil Survey and assigned to Escambia County, Fla.

F. C. Schroeder has been temporarily transferred from the Division of Soil Management to the Soil Survey and assigned to Montgomery County, Miss.

Status of field work.

Frank Bennett began work in Pontotoc County, Miss., November 13, and will be joined by E. P. Carr about January 1.

J. L. Burgess and L. A. Hurst commenced the survey of Caddo Parish, La., December 8.

A. M. Griffen began the survey of Escambia County, Fla., December 1. L. A. Kolbe reached this area December 6.

T. A. Caine commenced the survey of Montgomery County, Miss., December 4, and was joined by F. C. Schroeder on December 6.

M. E. Carr began work in the Waycross area, Georgia, November 25, where he was joined by W. E. Tharp on December 7.

F. N. Meeker began the survey of the Prairie County, Ark., area on December 13. W. T. Carter will reach this area at a later date.

J. A. Drake, having recovered from an attack of typhoid fever, proceeded to New Hanover County, N. C., and commenced work on November 11.

C. W. Ely commenced work in Rusk County, Tex., November 6. He was joined by A. E. Kocher on December 8.

W. E. Hearn and H. J. Wilder will commence work in the Auburn area, Alabama, about January 1.

A. W. Mangum started the work in the San Marcos area, Texas, November 22. This area includes the southeastern portion of Hays County and adjoining portions of Guadalupe and Caldwell counties. W. S. Lyman joined Mr. Mangum on November 27.

W. E. McLendon began work in Oklahoma County, Okla., December 8. G. B. Jones reached this area December 15.

T. D. Rice reached the Tishomingo area, Indian Territory, December 13. Pending his arrival, O. L. Ayrs commenced work in this area November 11.

Approximate areas to be surveyed in the winter season of 1905-6.

State.	Area.	Square miles.	Per cent completed.	Party.
Alabama -----	Lee County -----	3 680	0	Hearn-Wilder.
Arkansas -----	Prairie County -----	1 658	0	Carter-Meeker.
Florida -----	Escambia County -----	2 680	1	Griffen-Kolbe.
Georgia -----	Waycross area -----	2 500	3	Carr, M.E.-Tharp.
Indian Territory	Tishomingo area -----	3 440	12	Rice-Ayrs.
Louisiana -----	Caddo Parish -----	4 825	0	Burgess-Hurst.
Mississippi -----	Montgomery County -----	2 400	0	Caine-Schroeder.
Do -----	Pontotoc County -----	2 530	14	Bennett, F.-Carr, E.P.
North Carolina	New Hanover County -----	2 199	50	Drake-Belden.
Oklahoma -----	Oklahoma County -----	3 720	0	McLendon-Jones.
Texas -----	San Marcos area -----	3 500	5	Mangum-Lyman.
Do -----	Rusk County -----	2 915	6	Ely-Kocher.

¹ Print of county map will be furnished.

² Plane table survey.

³ Topographic sheet.

⁴ Plane table to be used if reliable map can not be obtained.

Miscellaneous.

R. T. Avon Burke has been granted indefinite furlough, leaving A. M. Griffen to take charge of the work in Escambia County, Fla.

Macey H. Lapham and J. E. Lapham are at headquarters engaged in the correlation of soils and the revision of the "Instructions to Field Parties." The former is also doing special work in connection with sugar-beet soils.

C. N. Mooney has reported at headquarters for special work during the winter.

A. T. Strahorn, having completed the work around Huntington and St. George, Utah, in cooperation with the Office of Experiment Stations, has been temporarily assigned to the Division of Soil Fertility.

W. G. Smith has been directed to proceed to Alabama for the purpose of mapping the soils of the Alabama agricultural high-schools' farms and of the State Experiment Station farm. In addition to preparing the maps and reports upon these farms, he will give some instruction to the students of the high-schools concerning the soils and soil conditions as he finds them. Mr. Smith is now at Hamilton, Ala.

On the completion of the work in Hanover County, Va., H. H. Bennett is to report in Washington for special work in connection with the Soil Survey.

W. J. Geib is in Washington, temporarily assigned to the Division of Soil Management.

C. J. Mann will report at headquarters about December 18 for special work in the Division of Soil Fertility.

N. P. Neill's resignation, tendered to take effect December 1, 1905, has been accepted by the Department.

Classification and correlation.

Since the publication of the last edition of Instructions to Field Parties, 1904, a number of new soil types have been recognized and a number of new series established. This has necessitated changing the names of some of the types previously established. A committee is now at work revising the "Instructions," and it is hoped that the new edition can be placed in the hands of field men within a short time. The revised edition will contain a description of all soil types recognized to December 31, 1905.

TOBACCO INVESTIGATIONS.

GEORGE T. MCNESS, *In Charge.*

W. M. Hinson, H. Weinberg, W. J. Wood, and Otto Olson are at Palestine, Tex.

L. W. Ayer and R. S. Epley are at Marion, Ala.

G. B. Massey is at Germantown, Ohio.

These parties are engaged in growing, curing, and fermenting Cuban-seed filler tobacco in their respective areas.

E. H. Mathewson, W. W. Green, and Harry Rich are at Appomattox, Va., engaged in growing and curing heavy export tobacco.

J. B. Stewart is at Tariffville, Conn., engaged in growing, curing, and fermenting shade wrapper tobacco.

The Texas, Alabama, Ohio, and Connecticut parties are engaged in plant-breeding experiments in cooperation with the Bureau of Plant Industry.

G. B. Massey is continuing his successful work in the bulk fermentation of Ohio tobacco, which is being generally adopted by the trade.

W. J. Wood has tendered his resignation, to take effect December 31, for the purpose of engaging in private business in Florida.

George T. McNess attended the Tobacco Fair held in New York the latter part of October. During the second week of December he visited Connecticut to inspect the work and to arrange for packing the 1905 crop.

E. H. Mathewson represented the Bureau at the Convention of the Southern States Agricultural Commissioners at Richmond, Va., November 20-22.

W. M. Hinson attended the annual meeting of the Texas Tobacco Growers Association at Houston, Tex., November 27-28.

The trade returns favorable reports on the samples of Cuban-seed filler of the 1904 crop. The 1905 crop, Texas and Alabama, has been sold for 15 cents a pound in the bundle. Farmers have contracted to grow 200 acres for the same price in 1906. The Ohio crop of 1903 sold for 35 cents a pound in the bale.

DIVISION OF SOIL MANAGEMENT.

F. D. GARDNER, *In Charge.*

F. E. Bonsteel is assigned to headquarters in charge of office details and reports.

J. W. Nelson, L. C. Holmes, W. J. Geib, G. B. Maynadier, F. D. Stevens, A. T. Sweet, F. R. Reid, E. L. Zehring, and Henry Winckelmann are in Washington, D. C., investigating manurial requirements of soils by the wire-basket method, Mr. Winckelmann being assigned to special work on the Arlington farm.

J. C. Britton and J. J. Skinner are at Raleigh, N. C., investigating the manurial requirements of certain soils in cooperation with the North Carolina Experiment Station.

B. E. Brown and O. L. Eckman are at Ithaca, N. Y., cooperating with the Cornell Experiment Station in investigating the manurial requirements of certain New York soils. Mr. Eckman was detailed to this station to take the place of Mr. J. C. Hogenson.

A. H. Snyder and C. L. Cook are at Ames, Iowa, cooperating with the Iowa Experiment Station on manurial requirements of certain Iowa soils.

F. C. Schroeder and L. A. Kolbe have been detached from the Division of Soil Management and assigned to work in the Soil Survey for the winter months.

F. D. Gardner has recovered from an attack of typhoid fever and is able to attend to his duties once more.

The determination of the manurial requirements of all the important types mapped by the Soil Survey parties has been undertaken at headquarters.

DIVISION OF SOIL FERTILITY.

BURTON E. LIVINGSTON, *In Charge.*

The Division of Soil Fertility was recently organized. Its purpose is to investigate the cause of unproductiveness in soils, using the wire-basket and the bottle-culture methods. For the present, the energies of the Division are being devoted mainly to the closer study of the toxic substances found in certain poor soils.

C. A. Jensen and A. T. Strahorn are at headquarters, engaged in laboratory work on general problems of soil fertility. C. J. Mann will report for this same work about December 18.

F. R. Pember is at Ames, Iowa, investigating the cause of low yields of certain Iowa soils.

J. F. Breazeale is at Ithaca, N. Y., investigating the cause of low yields of certain soils of that locality.

During the second week of December Dr. Cameron visited Durham, N. H., for the purpose of delivering lectures before the chemical and agricultural students of the New Hampshire College of Agriculture and Mechanic Arts, on methods and investigations related to the work of the Bureau.

ALKALI LAND RECLAMATION.

C. W. DORSEY, *In Charge.*

C. W. Dorsey will reach headquarters about January 1, 1906, for the winter months.

L. C. Holmes, in charge of the reclamation tract at North Yakima, Wash., and A. T. Sweet, in charge of the reclamation tract at Billings, Mont., are at headquarters, assigned to special work in the Division of Soil Management for the winter months.

W. W. Mackie remains in charge of the reclamation tract at Fresno, Cal.

J. F. Warner remains in charge of the reclamation tract at Tempe, Ariz.

Rudolph Boss remains in charge of the reclamation tract at Salt Lake City, Utah.

A fine crop of alfalfa was grown on the Fresno tract this year. The barley produced 8 tons and the wheat 5 tons of hay per acre.

Work on the Tempe tract was somewhat delayed by unusually hot weather. J. F. Warner advises that it seems to be a harder task to destroy the Bermuda grass on this tract than to dispose of the alkali.

Progress on the Billings tract was delayed this fall by rain and cold weather. The tract has been plowed preparatory to seeding to alfalfa and oats in the spring.

Reclamation on the Salt Lake tract is nearly completed. The land was disked this fall and will be sown to alfalfa in the spring.

Good progress has been made on the Yakima tract this season. The entire tract was sown to wheat and alfalfa this fall.

ADMINISTRATION.

Authorization.

Specific letters of authorization from the Chief of the Bureau, covering each assignment, must be secured before any travel is performed or other expenses

incurred, except in the case of Soil Survey men who are traveling in the field, for whom the instructions contained in the printed assignment card are sufficient authority to perform the necessary travel called for by their respective assignments.

Failure to secure such specific authorization will prevent reimbursement of expenses.

Letters of authorization are issued under consecutive numbers, designating the purpose of the assignment, travel to be performed, time allotted, limit of expense to be incurred, and instructions for securing reimbursement of necessary expenses.

For employees in the Soil Survey work who are traveling in the field, the assignments printed in this circular constitute the necessary authorizations to travel from one area to another, and to incur subsistence and other expenses in the area. Such printed instructions, however, must be in their hands *in advance* of any travel being performed or expense incurred.

The printed assignments in this circular do not constitute authorizations except in the case of Soil Survey men.

In the event of a change of assignment of Soil Survey men being necessary after publication of one circular and before the distribution of the succeeding number, a special authorization must be secured.

Employees in the laboratories, Soil Management, Alkali, Tobacco, and Fertility divisions must secure specific written authorizations in advance of performing any travel or incurring any expense.

A direction in an ordinary letter for an employee to proceed from one place to another or to undertake any particular work constitutes simply permission and is not formal authorization as defined above, and, unless specific instructions are given by telegraph, such employee must secure a regular written and numbered authorization before incurring any expense.

It must be distinctly understood that transportation orders furnished field men for travel from one area to another must be used via the most direct route between such areas. When practicable, the starting point and destination will hereafter be inserted in the orders before they are sent out from headquarters. If for any reason this is not practicable, field men must understand that a transportation order can only be used between areas mentioned in the authorization under which they are traveling, which, in the case of Soil Survey men, will be specifically stated in this circular or in the special authorizations.

Erasures, interlineations, or alterations must not under any circumstances be made in a transportation order.

Expense accounts.

It should almost always be practicable to mail expense accounts to headquarters not later than the second or third of the month, and field men are urged not to permit any delay to occur except when absolutely necessary. It is essential that the exact status of the Bureau's funds be determined as early as possible, and this may only be ascertained by having all of the accounts of field parties for the preceding month in hand.

One serious cause of delay in the handling of these expense accounts is the failure of employees making out the same to follow strictly the requirements of the Fiscal Regulations. Although these regulations are very clear, and although all of our men have had sufficient experience in making out expense accounts to avoid such mistakes, yet every month the settlement of a few of the accounts is delayed because of minor errors necessitating explanation on the part

of the men in the field in order to have the accounts comply strictly with the requirements of the Fiscal Regulations.

Among these minor errors the most frequent are—

Error in inserting dates on livery and subsistence subvouchers.

Failure to show expiration of notary's commission.

Where a regular rate for board and lodging is secured, failure to explain the necessity for extra meals taken elsewhere.

Signatures to receipts showing simply the name of the firm without the name and title of the party signing.

Subvouchers for livery hire not showing the time used and distance traveled per day.

No signature of certification on voucher, Form 4.

Failure to inclose Form 4c, etc.

No explanation or excuse will be accepted for any error made in the amount paid, as shown on a subvoucher or otherwise included in the accounts. Amounts contained in expense accounts must be absolutely the amounts of money actually paid out, and no alterations must be made, nor is any discretion allowed to any employee to change such amounts, or to include any amount which is not so paid, under any circumstances. This can not be too forcibly impressed upon all employees.

Mr. J. C. Hogenson was removed from the service of the Bureau by the Secretary on November 25 for misconduct with regard to his expense account.

MILTON WHITNEY,
Chief of Bureau.

WASHINGTON, D. C., *December 15, 1905.*

